

FOR RENT BULLETIN BOARD

If you would like to list your available rental unit on our For Rent bulletin board, please call or stop by our office. Also, once the unit is rented, please call us so we can remove it from the board.

UPCOMING HOLIDAYS

Our office is closed on the following days:

November 19, 20 -Moving days

November 26, 27 -Thanksgiving Holiday

December 24, 25 -Christmas Holiday

December 31, January 1 -New Year' s Holiday

MINIMUM LEASE REQUIREMENTS

At the minimum a lease should contain:

1. Names of owner and tenant
2. The address of rental unit
3. The amount of rent
4. When, to whom and where rent is to be paid
5. Amount of deposit and for what it can be used
6. The amount of late fee and bad check fee
7. Pet policy
8. Number and names of people allowed to live there
9. Policy on collection of attorneys fees in civil action
10. Conditions of inspection by owner
11. Responsibility for repairs and time frame for owner to make repairs
12. Who' s responsible for grounds keeping
13. Conditions of showing the unit to prospective tenants

Landlord Express Newsletter

Fall 2009 Edition



CAMPBELL COUNTY DEPARTMENT OF HOUSING

OFFICE LOCATION:

1010 MONMOUTH STREET
NEWPORT, KY 41071
859-261-5200 FAX: 859-261-0577

STAFF:

*SARAH COLLINS, DIRECTOR
JOSEPH CLEVINGER, FSS
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ELIZABETH MILLER, HOUSING
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PAMELA DOYLE, HOUSING SPECIALIST
DAVID SCHNEIDER, HOUSING
INSPECTOR
VALERIE SMITH, INTAKE SPECIALIST*

Mission Statement: To work with the community to provide decent, safe, and affordable housing for eligible families and to provide and promote self-sufficiency and economic independence for residents.

HAVE YOU READ YOUR CONTRACT LATELY?

Have you read the HAP Contract lately? If you have not read it in a while, it may be a good idea to review it. There is a lot of information in it including your rights and responsibilities as an owner. If you have questions about your contract, or would like another copy of it, please contact your tenant's housing specialist by calling 261-5200.

HAP PAYMENTS

The earliest we can start HAP payments is the day AFTER the unit passes inspection provided the tenant is living there or moving in (as per Federal regulations) provided there is no other issues that would interfere with contract. There are no exceptions.

LIFE THREATENING HQS DEFECTS

CCDH will NOT make any HAP payments for a unit that fails to meet HQS, unless the owner corrects the defect within the specific time frame. If a defect is life threatening, the owner must correct it within 24 hours. Examples of life threatening defects are; no hot/cold water, missing or inoperable smoke detector, no electricity, inability to maintain heat, major plumbing leak, natural gas leak, broken locks on first floor door/windows, electric outlet sparking or smoking, exposed electric wires, unusable toilet or any other condition that poses an immediate threat to health or safety.

OUR OFFICE IS MOVING NEXT DOOR TO 1098

MONMOUTH STREET ON NOVEMBER 20TH.

(TENTATIVE DATE, YOU CAN CALL OUR OFFICE TO CONFIRM)

SMOKE DETECTORS

Each dwelling unit must have at least one battery-operated or hard wired smoke detector, in proper operating condition, on each level of the dwelling unit, including basements but excepting crawl spaces and unfinished attics. Smoke detectors must be installed in accordance with and meet the requirements of the National Fire Protection Association Standard. If you need more information about this you can call Dave Schneider, Housing Inspector.

DISCLOSURE

As per KRS 383.585: (1) a Landlord or any person authorized to enter into a rental agreement on his behalf shall disclose to the tenant in writing at or before the commencement of the tenancy the name and address of: (a) the person authorized to manage the premises; and (b) An owner of the premises or a person authorized to act for an on behalf of the owner for the purpose of service of process and receiving and receipting for notices and demands.

(2) The information required to be furnished by this section shall be kept current and this section extends to and is enforceable against any successor landlord, owner or manager.

(3) A person who fails to comply with subsection (1) Becomes an agent of each person who is a landlord for: (a) Service of process and receiving or receipting for notices or demands; and (b) Performing the obligations of the landlord under KRS383.505 to 383.715 and under the rental agreement and expending or making available for the purpose all rent collected from the premises. Source: <http://www.lrc.ky.gov/statrev/frontpg.htm>.

FAIR HOUSING ACT IN KENTUCKY

The Fair Housing Act was introduced as a component of the Civil Rights Act of 1968. The act provides equal opportunity to all who buy, sell, rent, finance or insure housing. In a nutshell, the act protects each individual's basic right to choose where to live and ensures equal treatment after obtaining housing.

Who is protected?

The Fair Housing Act prohibits discrimination in housing based on race, color, national origin or religion. The Kentucky General Assembly later broadened the law to prohibit discrimination in housing based on disability, gender and familial status. Discrimination based on sexual orientation is also forbidden in Covington, Lexington and Louisville. Below are some examples provided by the web site kyjustice.org. If you would like further information you can call our office for a fair housing brochure to be mailed to you. *Information obtained from KYhousing.org*

Example	Violates Fair Housing Law Because...
A landlord puts families with children in a separate building so as not to disturb other tenants.	If the owner in this scenario rents to persons of all age groups (i.e. does not specialize in seniors, etc.), then this would be discrimination based on familial status.
A home owner is selling his home in a predominantly white neighborhood and displays a preference for white buyers.	This is discrimination based on race.
A landlord charges Hispanic tenants a higher deposit because he or she believes they cause more damage than non-Hispanics.	This is discrimination based on national origin.
A landlord refuses to rent to a tenant with a history of mental illness.	This is discrimination based on disability. (However, housing does not have to be made if the person poses a direct threat to other tenants.)
A black family in the market for a new home hires a real estate agent. The agent decides to show them only houses in all-black neighborhoods, even though there are many houses in the same price range in other areas.	This is unlawful under state and federal Fair Housing Laws based on what is called "steering." It is illegal for a real estate agent to restrict a client's housing search to a neighborhood with a certain racial composition.
A property owner advertises an open rental property with the phrase "Christians preferred."	This is unlawful under the state and federal Fair Housing Laws based on religion.